

Minerals Management Service Interim Policy Document

Effective Date: November 3, 2006

IPD No. 06-07

Series: Administrative

Title: Environmental Management Systems

Originating Office: Support Services, Chief of Staff, Administration and Budget

1. Purpose. This Interim Policy Document (IPD) implements the Environmental Management Systems (EMS).

2. Authority.

A. 515 DM 4 - Environmental Management Systems

B. Executive Order 13148

C. Executive Order 13101

3. Policy. The Minerals Management Service (MMS) fully endorses the use of the EMS consistent with the provisions of E.O. 13148. The responsibilities and requirements for the use of the EMS apply to all applicable facilities, operations, and services subject to Federal, state, and local environmental requirements. Since all MMS facilities are located in GSA assigned space, the MMS does not have any facilities to which this requirement applies. However, our EMS does include energy conservation, occupational safety and health, green purchasing, and recycling and electronic stewardship. The MMS's EMS policy is committed to the following:

- Senior management review, approval, and support of the EMS;
- Compliance with applicable Federal, state, and local environmental requirements;
- Timely corrections of problems as a result of EMS audit findings;
- Promotion of sound environmental practices such as pollution prevention, waste reduction, and use of environmentally preferable products;
- Environmental performance through goal setting, measurement, and training;
- Communication of environmental performance through policies, programs, and services internally and externally; and
- Periodic monitoring and tracking of the EMS performance.

4. Responsibilities.

A. The Director is responsible for the environmental management programs.

B. The Associate Directors are responsible for ensuring the EMS programs are implemented.

5. Cancellation. This IPD will remain in effect until incorporated into the MMS Manual.

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